

Kitsap Public Facilities District

Minutes of the Board of Directors Meeting

Monday, October 25, 2010

Eagle's Nest, Kitsap Fairgrounds and Event Center
Bremerton, WA

Attendance: Dee Coppola, Chair; Teresa Osinski, Vice-Chair; Jim Heins, Treasurer; Rick Smith; Anne Blair & Roy Runyon.

Staff: Mike Walton, Executive Director.

Absent: Jan Harrison.

1. **Call to Order.** A quorum being present, Chair Dee Coppola called the meeting to order at 6:30 PM.
2. **Meeting Minutes** – Minutes from the Regular Meeting of the 27th of September were distributed electronically before the meeting and were submitted by the ED.

A motion was made by Roy Runyon to approve the Minutes of the August 23rd meeting. It was seconded by Jim Heins and approved, with one abstention from Anne Blair, who was not present at the meeting.

3. **Finance Reports**

- A. **August Report** – Reflecting July retail sales, the September revenue of \$88.9K was still down slightly from the previous year (-2%) Expenses were much higher than average (\$33.3K), due to several EventFund invoices hitting at one time, resulting in a significant decrease in cash position by about <\$22K> to \$831K.
- B. **Sales Tax Rebate Revenue by Month Report** – Board received the new tax rebate revenue report through Sep 2010, revenue continues at approx. 3% below 2009 levels.
- C. **Current Invoices** – Blanket Voucher request of \$3,524.84 was submitted to the Treasurer for review and summarization for the Board members - the largest item was \$2500 to Wrestling Supporting Wrestling to complete the EventFund grant for the Hammerhead Tournament.

Teresa Osinski moved that the blanket voucher in the amount of \$3,524.84 be approved for payment. Roy Runyon seconded and the motion was passed unanimously.

4. **Report on Regional Projects:**

- A. **Kitsap Fairgrounds and Event Center** – There was no Parks report, due to the departure of Elizabeth Ratliff, so the ED summarized. There was a 386 financial report, with little change from the previous month. There were some questions about the projects that may have a Gov't grant that relieves the necessity to pay from the 386 fund, but ED had no clear details.
 1. **Gordon field:** Contractor selected, A-1 Construction; contract approval postponed to Nov Commissioners meeting; construction to begin in Dec?
 2. **Video/Audio Project** – Reviewed bids with Frank & Doug on the 29th and made selection of Gordon Sound/Triamp team for contractors. Referred to Frank Abbott to get County to draw up contract.
- B. **North Kitsap Regional Event Center** – Mayor Erickson called a meeting of the Poulsbo and NKSD members to explore options for a Community Center and has scheduled a second meeting for the 4th of Dec.

5. **Executive Director's Report:** (A written report was submitted to the Board.)

Additional comments covered other items in the report. A letter was drafted and approved by the Chair and Legal to be sent to the Babe Ruth organization stating the consensus of the Board to

support future EventFund grants, provided they submit timely requests and the World Series effort continues on track.

6. **Ongoing Business:**

- A. Bylaws Committee: One recommendation from Legal Counsel was to examine the Bylaws for potential modification to address the issue of an elected official being appointed to the Board, other possible conflicts of interest and how they should be handled in the future. A Bylaw Committee meeting of Teresa and Mike was set for Nov 9th.
- B. **Conference Center Oversight** – No change in the status, the ED has mentioned it to Mayor Lent, but a meeting has not yet been set to formally discuss this.
- C. **Gordon Field Lights proposal** – The ED was instructed to ask Martha and the architect what part of the power and lighting requirements could get completed for the amount of money available – no response to this point.
- D. **VCB Promotion & Marketing proposal** – ED was instructed to work with Legal Counsel to prepare a formal agreement to cover the proposal approved by the Board.

7. **New Business:**

- A. **Alternative Financing** - The ED was asked by Jan Harrison to inquire into if the PFD can loan money to projects, the County or other County departments. Legal Counsel responded that it is allowed under the charter and Bylaws, but could not determine if it would be able to be counted against the reserve requirement.
- B. **PFD Legislation change** - Proposed legislation modification by another PFD to allow extension of the Tax Rebate beyond the 26 year limit now imposed was discussed. Addition research needs to be done, but generally the Board was supportive, as long as it doesn't open the door for other restrictive changes proposed by other legislators.

8. **Public Comment** none

9. **Announcements:** none

Next Regular Meeting of the Board is Monday, October 25th, 2010, 6:30 pm, Eagles Nest.

Meeting adjourned at 8:42 pm,